

PURCHASE ORDER SUMMARY

PURCHASE ORDER SAMPLE AGENCY <small>AGENCY</small>					
Supplier: qweqe Address: qeqw			PO No: 18-06-181 Date: 06/19/2018 Mode of Procurement: Repeat Order		
Gentlemen: Please furnish this office the following articles subject to the terms and conditions contained herein:					
Place of Delivery: qweqwe Date of Delivery: 2018-05-31			Delivery Term: Delivered at Terminal Payment Term: 21 MFI		
PR No	Unit	Item Description	Quantity	Unit Cost	Total Cost
18-06-181	Box	Sample Description	2	₱ 300.00	₱ 600.00
18-06-181	Another Box	Sample Description	2	₱ 400.00	₱ 800.00
Total Amount					₱ 800.00
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) for every day of delay shall be imposed.					
Conforme: _____ <small>SIGNATURE OVER PRINTED NAME OF SUPPLIER</small> _____ <small>DATE</small>			Very truly yours, _____ <small>SIGNATURE OVER PRINTED NAME</small>		
Funds Available: _____ <small>CHIEF ACCOUNTANT</small>				Allobs No: Amount:	